

OPTIONAL INFORMATION	
Name of School:	Date of Inspection:
Vocational Program/Course/Room:	Signature of Inspector:

MEANS OF EGRESS SELF INSPECTION CHECKLIST

Guidelines: This checklist covers some of the regulations issued by the U.S. Department of Labor - OSHA under 29 CFR 1910.36 and 1910.37 which were adopted by reference. It also includes regulations adopted by the New Jersey Department of Education, Bureau of Facility Planning (N.J.A.C. 6:22) and the New Jersey Department of Community Affairs under the Uniform Fire Code (N.J.A.C. 5:18). It applies to all classrooms. When there is a conflict between the OSHA regulations and the NJDCA Uniform Fire Code regulations, the Uniform Fire Code regulations take precedence. Some regulations may not be the individual classroom teacher's responsibility. **Regulations that are most likely not the teacher's responsibility are indicated by an asterisk (*) next to the number of each question.** Any question marked with the symbol (⊗) indicates a history of previous violations in vocational schools.

Please Circle

- 1.⊗ Are exits maintained so as to provide free and unobstructed egress when classroom or shop is occupied? [29 CFR 1910.36(b)(4) and N.J.A.C. 5:18-3.5(c)1] Y N N/A DK

Note: No locks, chains or fastenings to prevent free escape from the inside are permitted.

2. Are exits through bathrooms, or other rooms subject to locking prohibited? [29 CFR 1910.37(f)(3) and N.J.A.C. 5:18-3.5(c)1] Y N N/A DK

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| 3. | Are all doors equipped with latching devices which service an area for 50 or more people equipped with approved panic hardware? [N.J.A.C. 6:22-5.3(a)(1)] | Y N N/A DK |
| 4. | Is all exit door hardware functional and operational? [N.J.A.C. 5:18-3.5(b)1] | Y N N/A DK |
| 5. | Is every exit clearly visible and the route to it conspicuously indicated so everyone readily knows the direction of escape from any point? [29 CFR 1910.36(b)(5), 29 CFR 1910.37(f)(4) and N.J.A.C. 5:18-3.5(b)2] | Y N N/A DK |

Note: Draperies or similar decorative hangings shall not obstruct the view of, nor access through, any element of a means of egress. Mirrors shall not be placed in or adjacent to a means of egress in any manner which may confuse the direction of egress. Exit doors shall not be decorated in any way that would obscure or confuse the purpose of the door.

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| 6.☹ | Is access to exits marked by readily visible signs and arrows when the way to reach it is not immediately visible to all students and teachers? [29 CFR 1910.37(q)(1) and (5) and N.J.A.C. 5:18-3.5(e)1] | Y N N/A DK |
| 7.☹ | Are doors, passageways or stairways which are neither exits nor a way to an exit and which can be mistaken for an exit marked with a sign reading "Not An Exit" or similar designation? [29 CFR 1910.36(b)(5), 29 CFR 1910.37(q)(2) and N.J.A.C. 5:18-3.5(e)2] | Y N N/A DK |

Note: Other appropriate markings would be "To Basement"; "To Storeroom"; "To Linen Closet", etc.

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- 8.⊗ Is every exit, way of approach, and way to travel from the exit to the street, continuously maintained free of all obstructions or impediments? [29 CFR 1910.36(d)(1) and N.J.A.C. 5:18-3.5(b)2] Y N N/A DK

Note: Nothing must be placed within or upon any element of a means of egress which reduces its width to less than that required by the Uniform Construction Code. Examples of violations include boxes of light tubes, empty boxes, a cart, metal fence posts, lawnmowers, steel racks, wood, tools, scales, ballracks, soccer balls, stored equipment and machines on the floor were blocking fire exits. Other examples include tripping hazards such as electric cords, tools, lumber and hoses.

- 9.⊗ Are all aisles clear and unobstructed to the exit doors, 36" under 50 occupants and 44" minimum over 50 occupants? [N.J.A.C. 5:18-3.15(e)3] Y N N/A DK

Note: The OSHA regulations under 29 CFR 1910.37(f)(6) require a minimum width of 28 inches for all exit paths. This was a common violation cited by PEOSH. Examples of violations included a stack of wood restricting the exit to 14 inches, only 17 inches between the desk and the wall, and only 14 inches between desks.

10. Are exit aisles not obstructed by chairs, tables or other objects? [N.J.A.C. 5:18-3.15(e)3] Y N N/A DK
11. Do exits discharge directly onto a street, yard, court or other open space that gives safe access to a public way? [29 CFR 1910.37(h)(1)] Y N N/A DK

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| 12.⊗ | Are means of egress so designed and maintained to provide adequate head room, but in no case is the ceiling height to be less than 7-1/2 feet nor any projection from the ceiling less than 6 feet, 8 inches from the floor? [29 CFR 1910.37(I)] | Y | N | N/A | DK |
| 13. | Is storage of flammable or combustible materials in exit corridors prohibited? [29 CFR 1910.37(l)(2) and N.J.A.C. 5:18-3.5(b)4] | Y | N | N/A | DK |
| 14.* | Do exit doors swing into the corridor and have a safety vision panel of 1/4 inch glazing of at least 100 square inches, except for instructional spaces under 300 gross square feet? [N.J.A.C. 6:22-5.4(c)(4)] | Y | N | N/A | DK |
| <p>Note: OSHA regulations (29 CFR 1910.37(f)(2) requires doors to swing in the direction of travel when an area is occupied by more than 50 people or where there are hazardous operations.</p> | | | | | |
| 15.* | Are room occupancy loads posted by the main exit door from the classroom? [N.J.A.C. 5:18-3.15(a)3] | Y | N | N/A | DK |
| 16.* | Are evacuation plans conspicuously posted on every floor for the occupants's use? [N.J.A.C. 5:18-3.3(p)3] | Y | N | N/A | DK |
| 17.* | Are all means of egress equipped with artificial lighting? [N.J.A.C. 5:18-4.11(I)3] | Y | N | N/A | DK |
| 18.* | Is the artificial lighting for means of egress connected to an emergency electrical system capable of lasting at least one hour in the case of primary power loss? [N.J.A.C. 5:18-4.11(j)1] | Y | N | N/A | DK |

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| 19. | Do classrooms having an occupant load greater than 50 have at least two exit doorways? [N.J.A.C. 5:18-4.11(d)] | Y | N | N/A | DK |
| 20. | Does every building or area have two exits where one exit might be blocked due to a fire or smoke or other emergency? [29 CFR 1910.36(b)(8)] | Y | N | N/A | DK |
| 21. | In classrooms required to have at least two exit doorways, are exits clearly indicated with internally illuminated or self-luminous signs reading "EXIT"? [N.J.A.C. 5:18-4.11(k)] | Y | N | N/A | DK |
| <p>Note: OSHA regulations [29 CFR 1910.37(q)(8)] requires the word "EXIT" in plainly legible letters not less than 6 inches high above every exit.</p> | | | | | |
| 22. | Where exit signs are required, do exit signs have red or green letters at least 6 inches high? [N.J.A.C. 5:18-4.11(k)] | Y | N | N/A | DK |
| 23. | Where exit signs are required, are exit signs illuminated at all times when the building is occupied (except for self-luminous signs)? [N.J.A.C. 5:18-4.11(k)] | Y | N | N/A | DK |
| 24.* | Where exit signs are required, are exit signs connected to an emergency electrical system to provide at least 1 hour of light in the event of a primary power failure (except approved self-luminous signs)? [N.J.A.C. 5:18-4.11(k)] | Y | N | N/A | DK |

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25. Are exit signs distinctive in color and easily distinguished from decorations, interior finish and other signs? [29 CFR 1910.37(q)(4) and N.J.A.C. 5:18-3.5(e)3] Y N N/A DK

Note: Decorations, furnishings or equipment which impair the visibility of egress signs shall not be permitted nor shall there be any brightly illuminated sign, display or object in or near the line of vision to the required egress sign of such a character as to so detract attention from the egress sign that it may not be noticed.

26. Are all exit signs maintained in a clean and legible condition? [N.J.A.C. 5:18-3.5(e)1] Y N N/A DK

Comments/Corrective Action
